

Home-time checklist...

PAUSE - take one deep breath as you think about today... are you okay?

REFLECT - what do you need to do with the trickiest thing from work today?

acknowledge it & let it go

make some time to think about it some more with someone helpful

SMILE - find 3 good things from today & **BE PROUD** of what you did.

CONNECT - check on your colleagues... are they okay?

REFOCUS - switch your attention & focus your energy to home...

regulate, rest, recharge